



**CITY OF ILWACO
CITY COUNCIL MEETING
Monday, May 23, 2011**

A. Call to Order

Mayor Cassinelli called the meeting to order at 6:00 p.m.

B. Flag Salute

The Pledge of Allegiance was recited.

C. Roll Call

Present: Mayor Cassinelli and Council members Jensen, Berger, Marshall, Smith and Forner.

D. Approval of Agenda

The mayor requested that a business item be added for the council to confirm the appointments to the planning commission.

ACTION: Motion to approve the amended agenda (Marshall/Forner) 5 Ayes 0 Nays 0 Abstain.

E. Approval of Consent Agenda

ACTION: Motion to approve the consent agenda (Jensen/Marshall) 5 Ayes 0 Nays 0 Abstain.

F. Presentations

- 1. EMS Proclamation:** Mayor Cassinelli re-read an EMS Proclamation, which declared the week of May 15-21, 2011, as Emergency Medical Services Week 2011. A plaque was presented to the city from Medix.
- 2. Relay for Life Proclamation:** Mayor Cassinelli read a Relay for Life Proclamation declaring Paint the Town Purple Days during the month of June leading to the Relay for Life event on June 24th and 25th.

G. Reports

1. Staff Reports

- a. Chief Flint Wright nothing to report.
- b. Fire Chief Tom Williams reported that Steven Berglund had completed his EMT class and firefighter #1 program.
- c. Planning Commissioner Ed Ahlers reported that the commission had been working on a vacation rental ordinance and was glad to have the open positions quickly filled.
- d. Project Manager Gary Kobes reported that he had been working on some remaining items at the fire station.
- e. Treasurer Elaine McMillan refer the council to her written report and noted the approval of the SRF loan applications, the work to begin in June regarding the 2012

budget, and the work on the draft water plan. Mayor Cassinelli discussed the new reporting format.

2. Council Reports

- a. Councilmember Jensen noted the \$2300 charge the city was incurring for the Department of Health to review the water plan. He had attended the recent sewer rate study workshop.
- b. Councilmember Berger thanked the citizens for attending and noted he would be attending the Association of Washington Cities conference. He had also attended the rate study workshop.
- c. Councilmember Marshall noted that he had been working on the legislation for the wastewater rate structure and had attended the recent workshop.
- d. Councilmember Smith commented on the RV's at Ed's Bait and Tackle. He stated he was willing to work on enforcing the city's zoning code. The mayor noted he would have the city attorney send a letter and Chief Wright noted that he was willing to counter sign the letter.
- e. Councilmember Forner noted that he had attended the recent sewer rate study workshop.

3. Mayor's Report

Mayor Cassinelli reported that he had attended the recent workshops and the Port meeting. Additionally, he would be attending the EDC, transportation and PCOG meetings. He noted that he had appointed two planning commission positions and had one to fill.

G. Comments of Citizens and Guests present:

1. Ed Greene, from the Charter Fishing Association, requested the city consider contributing \$1,000 of hotel/motel tax money toward the advertisement of the salmon and sturgeon derbies, which promote Ilwaco. The council agreed to add it as a discussion item for their next meeting.
2. David Johnson, president of Lakeview Estate Homeowners Association, welcomed the new council members and thanked the entire council and mayor for their service.

H. Business

1. Vehicle weight limits and regulation of large motor vehicles

ACTION: Motion to adopt an ordinance adding Chapter 10.08, Vehicle Weight Limits and Regulation of Large Motor Vehicles, and a resolution establishing a fee for an overload vehicle commuter route permit. (Marshall/Forner). 4 Ayes 0 Nays 1 Abstain (Smith).

2. Resolution establishing electronic banking authority

The mayor explained the process.

ACTION: Motion to adopt the resolution establishing electronic banking authority. (Jensen/Berger). 4 Ayes 0 Nays 1 Abstain (Smith).

3. Adherence to city personnel pay policy

Councilmember Marshall explained that the council had previously discussed an employee being placed in a temporary position and after completing the temporary work the employee was not returned to his prior pay grade. The pay grade regulations allow for a promotion to be a two pay steps and the potential for future promotions with a suitable job description was discussed. The mayor agreed to handle the situation.

4. Adherence to city personnel nepotism policy

Councilmember Marshall explained that the council had previously discussed the issue and the mayor at that time was asked to come back to the council with justification as to why the situation should exist. Councilmember Jensen stated that laws against nepotism are for a reason. Councilmember Smith stated that he felt strongly about nepotism, but this was a small community in which it is hard to avoid.

ACTION: In view of a single situation of nepotism I move that all personnel actions regarding the junior employee come before the council via the personnel committee. (Marshall/Smith) Councilmember Berger noted he would like to review RCW regarding this potential process. 2 Ayes 3 Nays 0 Abstain. Motion failed.

5. Confirmation of planning commission appointment

ACTION: Motion to confirm the appointment of Ron Willis and David Johnson to the planning commission. (Berger/Smith) 5 Ayes 0 Nays 0 Abstain.

I. Discussion

1. Setting business license fees by resolution

The mayor explained that the clerk had determined that when the legislation was previously passed to have the state begin collecting the city business license fees there was a section of the code that was not corrected. This ordinance would correct the code.

ACTION: Move to business at next meeting.

2. Consultant selection process for the School Street Reconstruction Project

Councilmember Forner explained the need to select an engineer for the project.

Councilmember Jensen suggested the Resolution be re-worded so it was generic and could be used for future projects. There was discussion on when or if price negotiation could be a part of the process.

ACTION: Move to business at next meeting.

3. Estimate for unbudgeted chip seal project

The mayor explained the project to be done in the port parking lot and the opportunity for the city to have some work done. Councilmember Jensen questioned whether the city staff could handle the required prep work and flagging. Councilmember Marshall discussed the city's limited financial resources and questioned whether proper bidding process had been followed. Discussion ensued as to whether the quote was actually offering a savings. Quotes from other contractors were to be obtained using required process.

J. Correspondence and Written Reports

AWC annual conference June 21-24, 2011
Timberland Regional Library newsletter

K. Executive Session

None

L. Future Discussion: Pending

1. Draft Pacific County Communication (PACCOM) Interlocal Agreement
2. Pay grade confirmation and re-assignment—*Cassinelli*
3. Stormwater utility district—*Streets Committee*
4. Amended procedures ordinance—*City Planner*

Adjournment

ACTION: Motion to adjourn the meeting (Marshall). Mayor Cassinelli adjourned the meeting at 8:03 p.m.

Mike Cassinelli, Mayor

Elaine McMillan, Treasurer